

UNIFORM CONSTRUCTION CODE ANNUAL REPORT

New Jersey Department of Community Affairs - Division of Codes and Standards

MUNICIPALITY:

COUNTY:

BUDGET YEAR

I. REVENUES

- A. Uniform Construction Code Fees
- B. Penalties
- C. Income: UCC Interlocal

TOTAL REVENUES (A+B+C)

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II. EXPENDITURES

- A. Salary & Wages (List Separately on Reverse)
- B. Fringe Benefits
- C. Other Expenses
- D. Payments to Private/Interlocal Agencies
- E. Indirect Costs (12% of A, B, C, & D)

TOTAL EXPENSES (A+B+C+D+E)

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III. RIDER DEDICATION (N.J.S.A. 40A:4-39)

- A. Opening Balance in Trust Fund
- B. Revenues Received in Trust Fund
- C. Expenses from Trust Fund
- D. Closing Balance in Trust Fund (A+B-C)

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IV. CERTIFICATION

The undersigned municipal officials hereby certify that the financial information provided in this report fairly and accurately reflects Uniform Construction Code revenues and expenses for the year.

Chief Financial Officer

Construction Official

(Signature)
(Print Name and License Number)

(Signature)
(Print Name and License Number)

SEE REVERSE SIDE

DIRECTIONS: Columns A, B, C & D, identify the employee by the last name, first name initial, license # and position.
Column E, list the total number of work hours per week.
Column F, list the weekly hours for UCC activities.
Column G, list the percentage of the time spent for UCC activities.
Column H, list the work days and hours including the start & finish time.
Column I, list the annual salary & wages. Do not include fringe benefits.
Column J, multiply column I by column G to obtain the actual wages for UCC activities.

All columns must be completed. Incomplete reports will be returned for further action.

A	B	C	D	E	F	G	H					I	J
LAST NAME	First Name Initial	UCC License #	POSITION	Total Wkly Work Hrs.	UCC Wkly Work Hrs.	% UCC Work Hrs.	Work Days & Hours with Start and Finish Time					Total Annual Sal/Wages	Annual UCC Sal/Wages
							Mon.	Tues.	Wed.	Thurs.	Fri.		

<p>PREPARATION INSTRUCTIONS -- UCC ANNUAL REPORT</p> <p>I. Revenues Line A is the total of all fees collected for permits and certificates. Line B is the amount received for penalties. Line C is the amount collected for other UCC services such as under an interlocal agreement. Please do not include state training fee.</p> <p>II. Expenditures Line A is the total of all UCC salary and wages from Column J. Line B is the amount of fringe benefits. Line C is for other expenses such as office supplies, code books and seminars. Line D is the amount paid by a municipality to a private, onsite agency. Line E is the amount allocated for indirect costs. Please do not include state training fee.</p> <p>III. Rider Deduction -- If Applicable For those municipalities using a Rider Deduction Trust Fund, information regarding opening and closing balances along with revenues and expenses must be included.</p>	<p>Please mail the completed and signed report to: Department of Community Affairs Division of Codes and Standards Office of Regulatory Affairs - UCC Annual Report P.O. Box 818 Trenton, NJ 08625 - 0818</p> <p>Phone: (609) 984-7768 Fax: (609) 984-7718</p>
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